FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00138377-A **Type of Permit:** FILMING **Release Date:** 06/27/2018

Production Company	NEW YORK FILM ACADEMY LTD - STUDENTS
Insured Company Name	NEW YORK FILM ACADEMY LTD - STUDENTS
Contact Phone No. 1	818-333-3558
Contact Phone No. 2	212-674-4300
Fax	
Address	3300 W. RIVERSIDE DR BURBANK, California 91505
Production Title	INCOMPLETE
Type of Production	Student

Producer	Katy Lopes
Director	Derek Bellard
1st AD	Sean Dodds
Production Manager	Katy Lopes
FilmL.A. Coordinator	Adrianna Garcia
Location Manager	Derek Bellard
Primary Phone	Mobile - 281-460-2944
Secondary Phone	
Location Assistant	Katy Lopes
Primary Phone	Mobile - 7472558207
Secondary Phone	

Fees

LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$76.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$76.00

Total Permit Fee $152.00

Number of Locations 1

NOT A PERMIT

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Summary Information

Location

Permit Number	F00138377-A	**Location Manager**	Derek Bellard
Production Company	NEW YORK FILM ACADEMY LTD - ST...	Primary Phone	Mobile - 281-460-2944
Insured Company	NEW YORK FILM ACADEMY LTD - ST...	Secondary Phone	
Production Title	INCOMPLETE		

Location Address 8651 Foothill Blvd, Los Angeles, CA, 91040

Location Name SUNLAND PARK AND REC. CENTER

Location Type Park

Location Description SUNLAND PARK AND REC CENTER

Film Dates 6/29/2018 - 6/29/2018 10:00 - 21:00 1 day

Open or Closed to the Public Open

Generic Conditions
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Please see attached documents
61244 Sunland Park Rec Center Cover.pdf
61244 Sunland Park Rec Center Guidelines.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	4
Cube Trucks	1

Personnel on Location

Type	Quantity
Cast	1
Crew	9
Rec & Park Monitor required	1

Filming Activities Equipment on property; Exterior Dialogue; Exterior establishing shots; PARK REFERENCE NUMBER 61244;

Jurisdiction **Political:** Los Angeles City - Council District 07 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 503 **Grid:** F3

Approvals LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE Lolita Magallon

NO PERMIT

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Summary Information — Location

Permit Number	F00138377-A	**Location Manager**	Derek Bellard
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Production Title	INCOMPLETE		

LOS ANGELES CITY POLICE DEPARTMENT — Vincent Aguirre

Coordinator Note ONE FILMLA MONITOR REQUIRED ON 6/29/18, 07:00PM-09:00PM ONLY

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW AND PERSONAL VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDER) OR ALLEYS.

NO PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

APPROVAL SHEET

DATE: 06/27/18

FILM LA: ADRIANNA GARCIA

PFO: LOLITA MAGALLON

PERMIT: F-138377

REF: 61244

**~~~

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- **Ok to film at Sunland Park & Rec Center on 6/29/18.**
- **Students are approved to have 5 parking spaces only.**
- **Students must leave handicap parking spaces for park patrons.**
- **Students will be filming from 10:00 am to 9:00 pm. A monitor will be assigned from 7:00 pm to 9:00 pm.**
- **Students will be filming in playground area.**
- **Students may not impede children from playing in the playground area.**
- **Students are aware that summer day camp will be in session and that kids/parents will be utilizing the front doors of the gym. Which faces the playground area and my not obstruct any activities throughout the day.**
- **Students may conduct 2 minute IPC for filming, but may not remove the children from the play area.**
- **If filming children, parents/legal guardian must be present at all times.**
- **Students are not approved to have a generator on site.**
- **Students are not approved to have any heavy equipment on site.**
- **Ok to have handheld equipment and cameras for filming.**
- **Students will be having craft services on site.**
- **Students must leave park as found or in better condition.**
- **Students must behave in a professional manner at all times; otherwise a Park Film Monitor will be assigned to them.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- Film permits do not provide exclusive use of a park or recreation area.

NOT A PERMIT

- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-138377 NEW YORK FILM ACADEMY LTD STUDENTS
"INCOMPLETE"

NOT A PERMIT